



STATE OF CALIFORNIA
Department of Forestry and Fire Protection
EXAMINATION ANNOUNCEMENT
SUPERVISING PIPELINE SAFETY ENGINEER
OPEN-NONPROMOTIONAL



CALIFORNIA STATE GOVERNMENT - AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.
VY62-2581 6FS0502

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE, BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

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| DEPARTMENTAL FOR | Department of Forestry and Fire Protection |
| POSITIONS EXIST | Sacramento and Lakewood |
| WHO SHOULD APPLY | Applicants who meet the minimum qualifications. This is an open-nonpromotional examination. Applications will NOT be accepted on a promotional basis. |
| HOW TO APPLY | Examination Applications STD. 678 must be filed with the Department of Forestry and Fire Protection by mail to P.O. Box 944246, Sacramento, California 94244-2460, attention Examination Unit, or in person at 1300 U Street, Sacramento, California. |
| CROSS FILING INFORMATION | If you meet the entrance requirements for this class and/or Pipeline Safety Engineer, scheduled on the same day, you may file for one or both examinations on a single application. Put the title(s) of each examination(s) you wish to take on the application. |
| FINAL FILING DATE | Applications must be postmarked no later than July 27, 2006 . Applications postmarked after the final filing date will not be accepted for any reason. |
| EXAMINATION DATES | Qualifications Appraisal Interview: It is anticipated that interviews will be held during September/October 2006 . |
| SALARY RANGE | \$5101 - \$6152 |
| SPECIAL TESTING ARRANGEMENTS | If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the application. You will be contacted to make specific arrangements. |
| ELIGIBLE LIST INFORMATION | A departmental eligible list will be established for the Department of Forestry and Fire Protection. This list will be abolished 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. |
| REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION | <p>All applicants must meet the education and/or experience requirements for the examination by July 27, 2006, the final filing date.</p> <p>NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.</p> <p>All applications/resumes must include "from" and "to" employment dates (month/day/year), time base, and applicable civil service class titles. Applications/resumes received without this information will be rejected.</p> <p>Pursuant to Government Code Section 18935(b), candidates with <u>permanent</u> status at the Supervising Pipeline Safety Engineer level or above, may not be eligible to apply for this examination.</p> |

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Supervising Pipeline Safety Engineer
(Cont'd.)

**MINIMUM
QUALIFICATIONS**

Qualifying experience may be combined on a proportionate basis if the requirements include more than one pattern and are distinguished as “**Either**” I, “**or**” II, “**or**” III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

“Either” I

One year of experience in California state service performing the duties of a Pipeline Safety Engineer, Range C.

“or” II

Experience: Four years of experience performing responsible engineering duties in hazardous liquid, petroleum, or natural gas pipeline safety or enforcement.

and

Education: Equivalent to graduation from college with a major in civil, chemical, mechanical, or petroleum engineering. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

APPLICANTS MUST SUBMIT A COPY OF THEIR DEGREE AND/OR TRANSCRIPTS WITH THEIR APPLICATION.

POSITION DESCRIPTION

This is the supervisory level of the series. Incumbents have supervisory responsibility for staff within an assigned geographic area of the state or have supervisory responsibility for difficult, sensitive, or statewide pipeline safety enforcement projects.

**EXAMINATION
INFORMATION**

The examination will consist of a qualifications appraisal interview weighted 100%. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview. **COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

The department may utilize a structured interview format as conditions warrant.

**QUALIFICATIONS
APPRAISAL INTERVIEW
(Weighted 100%)**

Scope:

A. Knowledge of:

1. Engineering principles and terminology.
2. Engineering mathematics.
3. Fire protection principles and practices.
4. State and Federal laws, rules, and regulations relating to pipeline safety.
5. Methods of hydrostatic testing.
6. Criminal and civil investigation and enforcement techniques relating to pipeline safety.
7. State and Federal rule-making process.
8. Basic computer programs.
9. Pipeline operation, maintenance, design, and construction.
10. Principles and techniques of personnel management and supervision, including employer-employee relations.
11. A supervisor's role in the Equal Employment Opportunity Program and the processes available to meet equal employment opportunity objectives.

B. Ability to:

1. Make engineering computations.
2. Analyze data.
3. Prepare charts and graphs.
4. Establish and promote cooperative relations with those contacted in the work environment.

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Supervising Pipeline Safety Engineer
(Cont'd.)

QUALIFICATIONS
APPRAISAL INTERVIEW
(Weighted 100%)
(Cont'd)

5. Speak effectively in public.
 6. Communicate effectively at a level required for successful job performance.
 7. Prepare clear, concise, and well-documented reports.
 8. Analyze situations accurately, identify problems, and recommend effective courses of action.
 9. Accurately read, interpret, and apply job-related laws, codes, and regulations.
 10. Identify pipeline hazards and code violations.
 11. Evaluate new technologies within the pipeline industry.
 12. Supervise, train, and provide guidance to staff.
 13. Conduct difficult inspections/accident investigations.
 14. Use appropriate job-related tools and equipment.
 15. Review and evaluate exemption requests and determine risk to public safety and environmental protection.
 16. Effectively plan and organize work assignments.
 17. Counsel subordinates regarding disciplinary problems.
 18. Respond as first-line supervisor to employee grievances.
 19. Respond to technical inquiries from the news media, legislature, other government agencies, and the public.
 20. Effectively contribute to the department's equal employment opportunity objectives.
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SPECIAL PERSONAL
CHARACTERISTICS

Willingness to work statewide and out of state and unusual hours, evenings, weekends, and holidays; may be on 24-hour call to respond to pipeline emergencies, as needed; be flexible with changes to work schedule and working conditions; willingness to wear protective clothing; stand and/or sit for long periods of time, bend, stoop, or stretch as necessary to successfully complete assignments; maintain proper personal hygiene; work independently, as well as with others, under little or no direction; display alertness and keenness of observation; possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles and good driving record. Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.

FELONY
DISQUALIFICATION

Pursuant to Government Code Section 1029, persons convicted of a felony are disqualified from employment as peace officers except as provided under Welfare and Institutions Code, Division 2, Chapter 3, Article 8, Section 1179(b), or Division 2.5, Chapter 1, Article 4, Section 1772(b). Except as provided for by these statutes, persons convicted of a felony are not eligible to compete for, or be appointed to, positions in this class.

BACKGROUND
INVESTIGATION
INFORMATION

Pursuant to Government Code Section 1031, persons successful in peace officer examinations shall be required to undergo a thorough background investigation prior to appointment. Persons who have previously undergone a Department of Forestry and Fire Protection background investigation may be required to undergo an additional background investigation.

CITIZENSHIP
REQUIREMENT

Pursuant to Government Code Section 1031 (a), in order to be peace officer, a person must be either a U.S. citizen or be a permanent resident alien who is eligible for and has applied for U.S. citizenship. Any permanent resident alien who is employed as a peace officer shall be disqualified from holding that position if his/her application for citizenship is denied.

AGE REQUIREMENT

Existing law provides that a peace officer must be at least 18 years of age at the time of appointment.

EDUCATION
REQUIREMENT

Existing law provides that a peace officer must be a high school graduate, pass the General Education Development (GED) Test including high school graduation level, pass the California High School Proficiency Examination, or have attained a two-year or four-year degree from an accredited college or university.

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Supervising Pipeline Safety Engineer
(Cont'd.)

**VETERANS'
PREFERENCE CREDITS**

Veterans' preference credits are not granted in this examination.

CAREER CREDITS

Three career credits will be added to the final score of all competitors in this examination who qualify for the credits and attain a passing mark on the examination. (See "General Information" on this bulletin for information regarding career credits.)

**CONFIDENTIALITY AND
SECURITY**

Pursuant to Government Code Sections 19680(c) and 19681(b) it is unlawful to copy and/or furnish confidential examination material for the purpose of either improving or injuring the chances of any person or to obtain examination questions or other examination material before, during, or after an examination. Every person violating these provisions is guilty of a misdemeanor, and adverse action will be pursued. This may result in the person being barred from competition in future examinations, withheld from certification lists, or cancellation of eligibility for employment in state civil service.

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GENERAL INFORMATION

For an examination without a written feature it is the candidate's responsibility to contact the Examination Unit of the Department of Forestry and Fire Protection, (916) 445-7824, three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of written examination or oral interview fails to reach him/her prior to the day of the written test or interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department and the Department of Forestry and Fire Protection.

If you meet the requirements, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Department of Forestry and Fire Protection reserves the right to revise the examination plan to better the needs of the service if the circumstances under which this examination was planned changed. Such revision will be in accordance with civil service laws and rules and all candidates will be notified.

Examination Locations: Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Riverside. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged onto the appropriate lists in order of final test scores (except as modified by veterans' preference credits) regardless of the date of the test and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235 and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of the State Personnel Board in Sacramento.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plan for self-development; and the progress he/she has made in his/her efforts toward self-development.

Veterans' Preference Credits: California law allows granting of veterans' preference credits in open entrance examinations and open-nonpromotional examinations. Credit in open entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in open-nonpromotional examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions for applying for veterans' preference credits are on the Veteran Preference Application (Form 1093) which is available from State Personnel Board offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

Career Credits: In open-nonpromotional examinations, career credits are granted to: 1) state employees with permanent civil service status, 2) full-time employees of the state who are exempt from state civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in or are graduates of the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in state civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the Examination Application form STD. 678. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento, California.)

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

1 (800) 735-2929 (TT/TDD) 1 (800) 735-2922 (Voice)

STS is Speech-to-Speech Service for persons with a speech disability and is reachable at

1 (800) 854-7784 (California) or 1 (800) 947-8642 (Nationwide)